



Terms of Reference

TwB Support FCA's Education Projects in 2023

IN-COUNTRY POSITION / CAMBODIA

Technical and Vocational Training and Education (TVET) and Livelihoods

Location	Siem Reap Province, Cambodia
Host Organization	Finn Church Aid (FCA) Cambodia Country Office (CAMCO)
Length of Posting	6 months
Date of Deployment	January-June 2023
Number of Positions	1-2
Title of the Position	Education Adviser (TwB In-Country Volunteer)

NOTE the realization of in-country volunteer positions depends on the global and local health and security situation.

Description of the Project

Women's Bank has been funding ***the Inclusive Actions for Improving Women's Social Status through Skills, Employment and Economic Development (INSWEED)*** -project through FCA Cambodia. The project is implemented by an FCA-led consortium with Cambodian Women Crisis Center (CWCC) during 2020-2023.

The project aims to promote equal opportunities and rights to education, decent work and representation for women and adolescent girls in the target areas. In addition, adolescent girls and their families in the project targeted areas are economically empowered and encouraged to become more active members in their local communities.

Increased access to relevant and quality TVET services is enhanced by strengthening collaboration between governmental, educational, and other relevant institutions, promoting public-private partnerships, providing pedagogical training to teachers, and developing



career guidance and counseling (CGC) in the TVET sector. Awareness-raising and advocacy on rights, education, and TVET options are also targeted to students in lower and upper secondary schools (Grades 7 –12).

Girls and women access jobs and/or establish micro-businesses through linking learning to earning. Income Generating Activities (IGAs) and various support modalities such as networking and coaching and mentoring for setting up micro- and small businesses are promoted to ensure that impoverished families can afford education for their children and to increase employment opportunities for graduating students. Also, start-up support packages or start-up capital are provided to micro and small businesses established by project beneficiaries.

Increased vocational and soft skills reduce the risks of dropping out and support students to complete their studies. This is enabled with the development of soft skills training and career guidance and counseling services in TVET. Learning support incentives are provided to students in a vulnerable situation, as well as adapted support through Civil Society Organizations (CSOs) or Disabled Persons' Organizations (DPOs) to people with disabilities, to enable inclusive access to TVET/vocational skills training.

Main Tasks May Include

- Provide technical assistance to target TVET institutions in the development of capacity-building plans for teachers.
- Plan and conduct trainings and workshops on selected topics, to strengthen the know-how of TVET teachers in pedagogics, soft skills, guidance, and entrepreneurship.
- Co-guide teachers in curricula implementation.
- Provide coaching and mentoring to TVET teachers and participants of the trainings, to support peer reflection and their personal professional growth.
- Review existing training materials and manuals developed for career guidance and counseling in general education and revise the contents to meet the needs of local TVET context and vocational skills training, assuring also gender sensitivity and disability inclusion.
- Co-conduct CGC trainings to TVET teachers with local CGC Master Trainers.
- Support the skills development and professional growth of TVET counselors with coaching and mentoring especially in job placement, job-seeking skills or applying for further studies.

Position-Specific Qualifications and Competencies

- Master's degree in education, social sciences, or related fields.
- Strong experience in the field of technical and vocational training and education (TVET), and/or career guidance and counseling.



- Experience of working with relevant stakeholders, ministries, NGOs and/or private sector.
- Experience in entrepreneurship and self-employment and/or conducting entrepreneurship training is a notable asset
- Practical know-how in guidance and providing coaching and mentoring is a notable asset.
- Expertise in TVET curricula development is an asset.
- Good command of video conferencing and online training tools.
- Innovativeness, self-initiative, and ability to work independently.
- Cultural sensitivity and intercultural communication skills.
- Experience in working with multiple stakeholders, and ability to work collaboratively in a team.
- High level of adaptability as changes of plans might take place on a short notice, due to nature of work and local context.
- **In addition, general qualifications, and competencies for all TwB volunteers defined in the TwB webpage.**

Coordination and Support

TwB volunteer reports the key findings, successes, lessons learned, and suggestions for further development along with the progress of the work to the Livelihood Development Manager, who also coordinates the expert's tasks. TwB volunteer also works in close collaboration with the Project Coordinator, Project Partner (CWCC), Master Trainers (TVET Centers), and relevant stakeholders. Education Advisor based in Cambodia Country Office provides technical guidance and reflective support to TwB volunteers and is responsible for the overall coordination of the TwB volunteers of the country office.

Each TVET center is required to assign a focal point who closely works with the Livelihood Development Manager to coordinate the volunteers' tasks.

The working language in FCA Cambodia is English. The language of instruction in trainings, coaching and mentoring and other activities is also English. Translation of the materials (English – Khmer) and interpretation during the training sessions will be provided locally.